



*Mark Young*  
*New York Metro*

July 10, 1997

To: Rory O'Rourke

Subject: Local Performance Award

Dear Rory,

Please accept this letter in recognition of your efforts, accomplishments and focus shown throughout the first half of 1997. The initiative that you have consistently shown in going over and above the basic accountabilities of the Region Operations position continues to be reflected in the overall region's performance. The Region Operations Unit has not only reached a level of 100% efficiency, but continues to take on more and more additional projects, all driven to support and free up the field sales arm of the region. Eliminating un-necessary administrative functions allows the field to focus on the important things that help us sell more cigarettes.

Use this letter as documentation and charge up your well deserved "\$250 local performance award" on your next bi-weekly expense report.

Rory, congratulations on a job well done!

Sincerely,

*Mark Young*  
Region Sales Manager  
NY Metro Sales Region

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